

Print**Public Events Permit Application - Revised 2022 - Submission #83274****Date Submitted: 5/30/2023**Page not
found**Please select the type of event you are proposing?**

- ☐ Parade
- ☐ Bike Race
- ☐ Marathon
- ☐ Fun Run
- ☐ Parking Lot Party
- ☐ Concert
- ☐ Carnival
- ☒ Festival
- ☐ Other

**If other, please explain the type of event
you are proposing****Please select all that applies to your proposed event**

- ☒ Closing or impacting a public street, sidewalk, or trail
- ☒ Impacting or hindering the regular flow of traffic
- ☒ Blocking or restricting city-owned property
- ☒ Sale or distribution of merchandise, food, or beverages on city-owned property
- ☐ Erection of a tent equal to or greater than four hundred (400) square feet in area
- ☐ Installation of a stage, band-shell, trailer, van, portable building, grandstand, or bleachers
- ☒ Placement of portable toilets on city-owned property
- ☒ Have an impact on public safety

**If your event WILL NOT have an impact on public safety please explain why you feel
that way***

n/a



If the answer is YES to any of the below requests the application must be approved by city council and must be submitted at least 90 days before the event is to begin.

Any marketing published before the event is approved by city council is at the risk of the event organizer.



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Will street closures be required?*

☒ Yes

☐ No

If yes, please provide details:

see attached layout

Are you requesting the city to waive fees associated with police services?*

☐ Yes

☒ No

If yes, please provide number of officers and hours requested:

Are you requesting the city to waive fees associated with fire services? *

☐ Yes

☒ No

If yes, please provide number of fire personnel and hours requested:

Are you requesting the city to waive fees associated with the rental of city facilities? *

☐ Yes

☒ No

If yes, please provide the facility and hours requested:

If the answer is yes to any of the above questions, is this submittal at least 90 days before the event date?

☐ Yes

☐ No

If the answer to all of the questions is no, is this submittal at least 60 days before the event date?

☒ Yes

☐ No

First Name*

Brooke

Last Name*

Mathis

Address1*

138 N. Wilson St,

City*	State*	Zip*
Burleson	TX	76028

Email:*	Phone:*
brooke.btxbrewfest@gmail.com	8175643068

First Name	Last Name

Address1

City	State	Zip

Email:	Phone:

Proposed location and description of property where Public Event will be held:*
Mayor Vera Calvin Plaza

Site Plan Information

You cannot submit an application online without attaching a site plan. A site plan does not have to be professionally drawn. A hand drawn exhibit is acceptable. Google Earth is a great resource for this requirement.



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Submit a site plan showing the area where the Public Event is to be held, including the following:

1. The location of parking areas available for patrons under the operator's control;
2. Location of proposed additional parking;
3. Location of entrance, exit, and interior roadways and walk;
4. Street closures proposed;
5. Structural elements proposed (bounce houses, booths, etc.);
6. Location of all first aid stations and emergency medical resources;
7. Location, type, and provider of restroom facilities;
8. Location and description of water stations;
9. Location and number of food stands, and the types of food to be served if known;
10. Location, number, type, and provider of solid waste containers;
11. Location of any tents;
12. Location of operator's headquarters at the gathering;
13. A plan to provide lighting adequate to ensure the comfort and safety of attendees and staff, if event is being held in non-daylight hours;
14. If loudspeakers are to be used, the location and orientation of those speakers shall be shown.

Upload Site Plan*

layout 2023.pdf

Please ensure nothing is blocking the street so that an emergency response vehicle may get to the area in the event of an emergency.

First Name

Last Name

Address1



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City

State

Zip

Page not
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Phone:

Upload Agreement No file chosen

Submit a certified copy of the agreement
between the promoter and the property owner.

Public Event Name*

BTX Brewfest

Type and purpose of event:*

Festival created to showcase local businesses and vendors.

Estimated number of attendees:*

5000

Start Date/Start Time:*

10/7/2023

7:00 AM

End Date/End Time:*

10/7/2023

11:00 PM

Will there be entertainment?*☒ Yes☐ No**If yes, please provide details:**

live bands playing on stage

Will amusement rides be present?*☐ Yes☒ No**If yes, please provide details, including
name and address of company:****Will alcohol be served?***☒ Yes☐ No

**If yes, please provide type of alcohol
(beer, wine, mixed beverages)**

beer

Will there be food service?*

☒ Yes

☐ No

Plans for solid waste:*

dumpsters on site

Plans for restroom facilities, including number of restrooms:*

porta potties (minimum 8)

Please provide details of plans to control access to event:*

3 entry gates - private security on site

Please provide details for event security:*

BPD as well as private security staff (8 in total)

Please provide details for event first aid/medical:*

first aid booth as well as partnering with Burleson city

Please provide details of parking plan:*

city parking lots and side streets - will also partner with Academy Nola Dunn and provide shuttle serv

Name of Insurance Company:

Address1



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City	State	Zip

Phone:	Contact Person:

Policy Number:	Upload Insurance Certificate:
	<div>Choose File No file chosen</div>

E-signature*

By submitting this permit application I agree that all information included is correct to the best of my knowledge. I agree to adhere to all of the rules and regulations laid out in this Public Events Permit. If any changes are made between the time I file this permit and the date of the event I will contact the City concerning those changes and abide by the City’s decision regarding those changes.

☒ Agree

☐ Disagree

Signature

Brooke Mathis



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